

Catamount Spirit

A Publication for Faculty and Staff of Potomac State College of West Virginia University

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Compact Update

In the past year, "Senate Bill 653," "Compacts" and "Commissions" have been buzz words throughout West Virginia's system of higher education. To follow is a brief update outlining where Potomac State College is in the process of developing its institutional compact required by Senate Bill 653 as explained by Walter Asonovich, Coordinator of Community Education and Institutional Research, and PSC's facilitator of this document.

Just to ensure that everyone has the correct understanding of the institutional compact, let me briefly reiterate how it came about and its mission. Senate Bill 653 is the follow-up to Senate Bill 547 that was passed in 1995 in an effort to redirect West Virginia's higher education to become more focused on the state's economic situation. The aim of Senate Bill 547 was for college's to become more involved with workforce development and to provide greater flexibility for community colleges. Senate Bill 653 further refines the activities started under Senate Bill 547.

The compact is a written document that will establish the direction Potomac State College (PSC) will take for the next six years. In essence, it's a contract between PSC and the people of West Virginia. In this contract, we establish the college's goals

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Signing for the Season – The Potomac State College Book Store has the newly released book, "Potomac State College – The College History Series" just in time for the holidays. The author, Dinah Courrier, Interim Dean of Curriculum and Instruction, seated right, will sign books on Dec. 6, from 12 to 2 p.m. Mary Murphy, book store manager, shown left, is offering the book at a special 20% discount, for a total of \$15.99 on the day of the signing.



Enrollment Services Busy with New Initiatives

The Enrollment Services Office has been busy implementing new initiatives this semester to bolster the college's recruitment and retention efforts. The initiatives have come based on suggestions from Noel-Levitz, a consulting firm which specializes in recruitment and retention and works with colleges and universities across the nation including West Virginia University (WVU).

According to Enrollment Services Director Beth Little, the college is setting up a telecounseling program which is devised to build a relationship via telephone with prospective students providing them with information

to help with their decision-making process. Enrollment Counselor Marcia Webb Hartman will oversee this initiative. In addition to the three enrollment counselors, current PSC students will also serve as telecounselors. Training was recently offered to all participants regarding the use of the computer system as well as some general information about PSC.

Another initiative is the ability of enrollment counselors to evaluate and process students' applications providing them with admissions on the spot while visiting high schools. "The value of this ability is that we make the

student an applicant and start communicating with them immediately," stated Beth. "We're trying to motivate the students who are typically later decision makers to apply a little earlier."

Another initiative has been the implementation of the Enrollment Management Action System (EMAS). This software program allows Enrollment Services to manage all communications with prospective students. Now counselors can individualize their communications efforts through student histories noting such details as interests and hobbies and through com-

munication plans which are sequential and automated so that prospective students receive information on a regular basis. Beth notes that EMAS is a "very powerful and effective system."

And last, Beth notes that our staff has been working with Candi Hostutler, Assistant Director of Financial Aid for West Virginia University, to enhance PSC's financial aid processes.

"All in all, I'm pleased with our progress and believe we are on target to make a positive impact on PSC's recruitment and retention efforts in 2001," concluded Beth.

Staff Joins Enrollment Services

Beth Little, director of Enrollment Services, is pleased to announce the following personnel changes in the office. Joining the staff as new enrollment counselors are Christine Hess, Marcia Webb Hartman and Stephen Shumaker. Rebecca (Beckie) Wilkins' primary responsibilities are with financial aid and Sheri Gaynor is a new secretary in the office.

The enrollment counselors will be responsible for traveling to high schools and college fairs, maintaining communication with prospective students through telecounseling, conducting tours of the campus, and managing recruitment within their respective territories.

Christine earned an A.A.S. at Potomac State College (PSC) and is currently enrolled in the RBA Program. She began working at PSC in 1986 and throughout the years has worked in the Information Office and in Admissions. In 1999, she became an admissions associate/student recruiter.

Christine's territory will include Mineral and Grant counties and Pennsylvania.

Marcia is a graduate of PSC having earned an A.A.S. degree in business administration. She went on to earn a bachelors of science degree in business management and marketing from Fairmont State College where she graduated cum laude.

Prior to this position,

Marcia worked for Career Services at Fairmont State College as a student office assistant.

She will be responsible for Hampshire, Berkeley, Morgan, and Jefferson counties, Virginia, and the District of Columbia.

Stephen earned a B.S. degree from Frostburg State University (FSU) and a Master of Education degree from Western Maryland College, Westminster, MD. He also served as a special education instructor and administrator for the Allegany County public school system. He has also taught graduate-level courses at FSU and Allegany College, Cumberland, MD. Prior to this position, Stephen was a driver education instructor for the Widmyer Driving School, Cumberland.

Stephen will oversee the territory of Monongalia, Preston, Tucker, Randolph, Pendleton and all other West Virginia counties as well as Maryland. He will also work with transfer students.

Beth will be responsible for Hardy county and international students.

In the financial aid area, Beckie is responsible for certifying loans, generating reports and working with stu-



Beckie Wilkins



Presenting Potomac State College to prospective students are new enrollment counselors from left, Christine Hess, Marcia Webb Hartman and Stephen Shumaker.

dents. Prior to moving into this division in August, she had served as PSC's Director of Residence Life since November 1995. Other positions with the college included administrative assistant to the dean of Student Affairs, an assistant in the Housing Office, and an adjunct faculty member who taught English.

Beckie is a graduate of Strayer College, in Washington, D.C.; PSC and Frostburg State University (FSU) where she earned a bachelor's degree in English with a concentration in Business Administration. She later earned a Master of Education degree from FSU with an interdisciplinary in English.

As secretary, Shari is responsible for answering the phone, data entry and fulfilling students' requests for information and catalogs. She came to PSC in 1998 as a VISTA Volunteer



Shari Gaynor

with America Reads Campus Connection. She then went on to work in the Information Office as an office assistant. She holds a marketing certificate from the Mineral County Vocational Technical Center.



Mark Your Calendar ✓

Tuesday, Dec. 5 — Potomac State College (PSC) Community Band & Chorus Christmas Concert, 8 p.m., in the Church McKee Arts Center.

Friday, Dec. 8 — Cocktail Party/Open House (Part of the Chatting With Your Colleagues and President Events), 4 to 6 p.m., at the President's House.

Wednesday, Dec. 13 — The Nutcracker Ballet, 8 p.m., in the Church McKee Arts Center. The event is part of the Highland Arts Unlimited Season.

Wednesday, Jan. 4, 2001 — C.B. Wilson, times and places to be announced, will be on campus to hold informational sessions on the following topics:

- Update on the Grievance Process for Deans, Directors and Department chairs;
- Phased Retirement Guidelines and Process;
- An open session for adjunct faculty, visiting faculty and new tenure-track faculty to have their questions answered.

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The Catamount Spirit is printed bimonthly for the faculty and staff of Potomac State College of West Virginia University. This newsletter is published in August, October, December, February, April, and June. The deadline for submitting information is the 15th of September, November, January, March, May, and July.

Please contact René Trezise, in Communications and Marketing, with any suggestions for articles or comments. Phone: 788-6872. E-mail: rtrezise@wvu.edu.

Dean Letrent Discusses His Upcoming Plans for Student Affairs

Bill Letrent was recently appointed Potomac State College's (PSC) new Dean of Student Affairs. He is not new to the rigor of the job having served as Acting Dean of Student Affairs since June 1999 while also holding what is now his former position as Director of the federally funded Student Support Services Project.



Dean Bill Letrent

The *Catamount Spirit* sat down with Bill to discuss his initial plans for residence life, housing, student activities, and student participation. To follow is his interview.

CS: What are your priorities for enhancing residence life?

Bill: First, student surveys have told us there is discontent with the visitation hours in the dorms. The current hours are believed to be too stringent and unrealistic. So, we are looking at revising the policy to bring it more in line with West Virginia University's (WVU) visitation hours.

An issue that needs addressed and I feel strongly about is the integrating of academics into the dorms. For example, taking to the students such services as orientation classes, workshops on how to study, how to write a successful paper, how to transfer to a four-year college, etc.

Then, of course, we're continuing to work hard to provide an array of campus activities such as intramurals, entertainers, speakers, dances, and PSC's Weekly Late Night event.

A longer-range plan is to work with the Academic Dean to develop a Student Success Center on campus for the fall 2001 semester. This would be a central place for students to receive help with career guidance, tutoring and transfer information. I really believe this would address both student satisfaction and retention efforts.

CS: The renovations to the second floor in Davis Hall were well received by students. What other renovations are in store and what other administrative changes can students expect?

Bill: Regarding Davis Hall, we're planning to renovate the third floor the same as we did the second floor. Also, I'm currently working with WVU and PSC officials to resolve our current limitations for Internet accessibility in the residence halls. At PSC, we believe dorm room access to the Internet should be a standard – not an option.

We'll also be looking at housing options for next fall such as increasing the number of single rooms in Friend Hall and we'll be determining the proportion of co-ed floors in the dorms.

I want to see the college fine tune the "Living & Learning Concept," which, again, brings into the dorms mentoring; tutoring; faculty office hours; guest speakers; workshops on study skills, such as settling into the college environment, and dealing with anxiety and stress, among other topics.

I have plans to revisit and enhance the Residence Hall Scholarship Program so that it addresses the academic needs in the dorms regarding such issues as peer tutoring and mentoring.

CS: Ok, so we've discussed some of the issues regarding the residential students. What do you have to say to the commuter students?

Bill: My goal is to improve communications with ALL students. One way we hope to achieve this goal with commuter students is through the mailboxes in the Student Union. I encourage them to stop in the Student Affairs Office and sign out a key because we'll be using the mailboxes second semester. I also encourage commuter students to come back to campus and participate in activities and events.

We're working with WVU to enhance the dining services to provide meal packages with various options for BOTH our dorm and commuter students.

I'd like to see our college's judicial system more in line with WVU's. We've already revamped the Residence Hall Judicial System to mirror WVU's.

CS: Last, this is your chance to tell the students

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Standing with their trophies and plaques for the 2000 season is the Potomac State College Golf Team. Pictured from left to right are: Coach Jack Reynolds, Brian Withlow, David Reed, Joe Fairall, Assistant Coach Charles Davis, Josh Riggelman, Rusty Staubs, and Justin Beard.

Reynolds Claims Coach of the Year Honor

Jack Reynolds, history professor and golf coach, is the Western Pennsylvania Collegiate Conference's (WPCC) Coach of the Year. The honor goes to the coach of the team winning the WPCC Championship. Jack was presented with a plaque during an award ceremony at the tournament. Both Jack and his golf team claimed similar honors in 1998.

This year's golf team finished the season with a 59-11 record. Other awards this year included second place in the Ohio Valley College Burger King Classic and second place in the Davis & Elkins (D&E) College Wendy's Classic. Terry "Rusty" Staubs was a second-place medalist in both the Ohio Valley and the Glenville State College Classics, Justin Beard was a medalist in the D&E Classic, and Dave Reed was a medalist in the Glenville Classic.

Jack has been coaching golf for the past four years and his overall record stands at an impressive 199-16-1. He has served as a history professor at the college for 30 years.

Compact Update *(Continued from page 1)*

and objectives with 33 performance indicators. Future funding will be based on how well we meet those goals and objectives.

We've established baseline data for fall 2000 with our first benchmark coming in fiscal year 2002. Technically, you could say the compact is a work in progress because we'll be expected to adjust our compact throughout the years as needed.

I'm compiling this document with the assistance of an adhoc committee, appointed by President Rittling, which includes: Elaine Barry, Karen Campbell, Dinah Courrier, Michael Monahan, Libby Nichols, and Gary Seldomridge.

During the week of Nov. 27, I met with members of the various constituent groups for an initial review of the compact. These groups include faculty; staff; students; advisory board; the general public; the West Virginia Commission for Vocational, Technical Education; and the Higher Education Policy Commission.

After incorporating their suggestions and corrections, I will send the document to Morgantown for review by the West Virginia University (WVU) Board of Advisors on Dec. 8. After Dec. 8, I will make adjustments to the document based on input from all constituent groups.

In addition to the compact, itself, there are additional supportive documents. These include an executive summary explaining who PSC is and where we expect to be six years from now; a process piece explaining how all the constituent groups mentioned above had input into the final document and an action plan explaining how we expect to meet the goals and objectives.

Our compact will be submitted with WVU and the other regional campuses to the Higher Education Policy Commission on Feb. 1, 2001.

I have to say, despite all the work and tedium, the compact is an excellent means of providing us with a long, hard look at who we are and what we intend to be as an institution of higher education in West Virginia.

Dean Letrent *(Continued from page 3)*

anything you want. What message do you want to send them?

Bill: That I'm always eager to hear their suggestions. It's easy to complain and I'll listen to their complaints; however, it's their ideas and sug-

gestions as to how to resolve that particular issue that I welcome. Contrary to belief, there is a lot to do on this campus and it is up to the individual student to make the most of his or her college experience.



Congratulations In Order — Todd Stoops, Upward Bound Director and Disabilities Act Coordinator, standing center, was the recipient of the prestigious Rehabilitant of the Year Award. Each year, The West Virginia Division of Rehabilitation Services makes seven awards to state residents who have made outstanding contributions and accomplishments despite their disability. Todd has cystic fibrosis. During a luncheon in Charleston, WV, David Ice, Cabinet Secretary for the Department of Education and the Arts, standing left, presented Todd with a marble plaque and a letter from the governor. Also on hand for the presentation, was Bill Letrent, Dean of Student Affairs, right.

New Faces ...

Amy Paul is the woman that



Amy Paul

you see sitting behind the front desk in Information Services. Amy came on board through WVU Mountaineer Temp Services this past September as an Office Assistant. She is a native of Pocahontas County.

Kudos ...

After completing her Board of Realtors requirements, **Dawn Downey** received notice that she passed her West Virginia State Boards on October 6. She plans to work part-time with Terry Stephens and Associates/Coldwell Banker. She completed the two semesters of real estate courses that were offered here at the college.

Etc...

All job notices are posted on the bulletin board across the hall from the Business Office.

